



## Adi Toromanović

**Date of birth:** 06/09/1989 | **Nationality:** Bosnian-Herzegovinian | **Gender:** Male |

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### ● ABOUT ME

Dynamic and dedicated professional with over seven years of experience across diverse fields such as legal practice, humanitarian assistance, and project coordination. Proven ability to excel in fast-paced environments, with a strong commitment to problem-solving and delivering durable solutions. Expertise in civil and criminal law, humanitarian and international law, and emergency response coordination, gained through impactful roles at organizations like UNHCR and Save the Children.

My whole career has been driven by a passion for problem-solving, whether advocating for clients in a private law firm, addressing complex protection issues at UNHCR, or leading child protection initiatives at Save the Children. I thrive on identifying and implementing solutions that make a meaningful impact, and I am continually seeking opportunities to learn and grow.

In pursuit of new challenges, I paused my career at UNHCR in January 2024 to immerse myself in learning programming, motivated by a desire to enhance my critical thinking and problem-solving skills. This transition reflects my commitment to continuous personal and professional development, equipping me with future-proof skills in the ever-evolving tech landscape.

#### Career Objective

I aim to leverage my diverse expertise in law, humanitarian work, and programming to contribute to innovative solutions and drive positive change. My goal is to merge my legal and humanitarian experience with my newfound technical skills to tackle complex problems and make a significant impact in my next role.

### ● WORK EXPERIENCE

01/01/2024 – CURRENT

#### PROFESSIONAL DEVELOPMENT & SKILL ACQUISITION SELF-EMPLOYED

**Pursued** a self-directed learning journey focused on developing advanced skills in programming, particularly in JavaScript, React, Next.js and data visualisation tools.

**Completed** numerous online courses, tutorials, and projects to gain hands-on experience in front-end development and modern web technologies.

**Emphasized problem-solving and critical thinking skills** through practical application of new technologies in real-world projects.

**Adapted** to the latest industry trends and technological advancements, aiming to leverage these skills for innovative problem-solving in professional settings.

**Enhanced** understanding of software development principles, including version control, responsive design, and performance optimization.

**Built several projects**, including a CRUD fullstack application and a personal portfolio, to demonstrate newly acquired skills and deepen understanding of development workflows.

#### Key Skills Developed:

**JavaScript & React:** Developed proficiency in JavaScript and React, focusing on building dynamic and interactive user interfaces.

**Next.js:** Gained expertise in Next.js for creating efficient, scalable, and fast web applications.

**Critical Thinking & Problem Solving:** Strengthened analytical skills by applying programming knowledge to solve complex problems.

**Self-Motivation & Initiative:** Demonstrated self-discipline and motivation by undertaking and completing a structured learning path independently.

31/07/2020 – 31/12/2023 Bihać, Bosnia and Herzegovina

## SENIOR PROTECTION LIAISON ASSISTANT UNHCR

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- **Collaborated** with team members and partners to provide comprehensive support and assistance to the Head of Field Unit and persons of concern, ensuring effective communication and problem resolution.
- **Developed** and implemented strategies to address complex protection issues, demonstrating strong problem-solving abilities and adaptability to new situations.
- **Trained** and mentored colleagues, partners, and stakeholders on protection-related topics, contributing to capacity-building efforts.
- **Improved** access to services for vulnerable populations by liaising with stakeholders, government, and non-government officials, enhancing service delivery.
- **Analyzed** data and information relevant to UNHCR, maintaining databases and using insights to inform decision-making and improve project outcomes.
- **Prepared** and submitted regular protection reports from the field, focusing on UNHCR mandate and protection issues in reception centers.
- **Organized** and attended meetings, events, trainings, and workshops, representing UNHCR and promoting its mission and objectives.
- **Worked** on developing various TOR's leveraging my legal background and previous expertise to ensure that legal frameworks are respected.

### Key Skills Developed:

**Leadership and Teamwork:** Enhanced my leadership skills by collaborating effectively with diverse teams and training stakeholders.

**Analytical Thinking:** Developed strong analytical abilities through data analysis and strategy development.

**Problem Solving:** Learned to navigate complex challenges and find effective solutions in a dynamic environment.

01/10/2019 – 13/08/2020 Bihać, Bosnia and Herzegovina

## PROTECTION LIAISON ASSISTANT UNHCR

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- **Monitored** protection in TRCs in USC, ensuring the well-being of individuals and advocating for vulnerable cases.
- **Provided** counseling on protection issues to persons of concern to UNHCR, making timely referrals to ensure effective access to rights.
- **Liaised** with stakeholders and competent authorities to facilitate the issuance of personal documentation and improve access to services.
- **Collected** data relevant to UNHCR protection and field activities, preparing reports and informing decision-making processes.
- **Participated** in Camp Coordination Camp Management meetings, providing timely reports and contributing to strategic planning.
- **Identified** persons in need of international protection, ensuring timely referral mechanisms are respected and quality free legal aid is provided.

### Key Skills Developed:

**Advocacy:** Strengthened my advocacy skills by effectively communicating and negotiating with stakeholders.

**Data Management:** Improved data management skills through report preparation and analysis.

**Counseling:** Gained valuable experience in providing counseling and support to vulnerable individuals, especially persons in need of international protection.

24/04/2019 – 21/10/2019 Bosnia and Herzegovina

## CHILD PROTECTION COORDINATOR SAVE THE CHILDREN NWB

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- **Developed** and **implemented** a comprehensive Child Protection Program for families with children, creating a safe and supportive environment for at-risk populations.
- **Coordinated** and **supervised** a team of Child Protection Officers, fostering collaboration and communication among team members across three Temporary Reception Centers.
- **Managed** cases of vulnerable individuals, providing tailored support to meet their unique needs and challenges.
- **Maintained** communication with the Centre for Social Welfare, advocating for the rights and well-being of children and families.
- **Engaged** in advocacy efforts to improve program support for families, demonstrating commitment to continuous improvement and positive change.
- **Oversaw** all aspects of program implementation, including administration, budget monitoring, and staffing, ensuring efficient resource use.

### Key Skills Developed:

**Program Management:** Developed expertise in managing and implementing large-scale programs, especially the importance of regular iteration during the execution phase, importance of regular reporting and raising challenges with improvement proposals which led to an increased budget and additional staffing.

**Team Leadership:** Enhanced leadership abilities by managing and mentoring a diverse team, emphasising the importance of transparency and communication.

**Advocacy and Communication:** Improved advocacy and communication skills by working with stakeholders to promote child protection.

12/2018 – 24/04/2019 Bosnia and Herzegovina

### CHILD PROTECTION OFFICER SAVE THE CHILDREN NWB

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- **Provided** 24/7 support and assistance to unaccompanied and separated children (UASC), ensuring their safety and well-being.
- **Monitored** vulnerable individuals, identifying and addressing their unique needs and challenges with empathy and understanding.
- **Assessed** child protection needs and challenges, developing strategies to address issues and promote personal growth for UASC.
- **Planned**, organized, and implemented daily activities for UASC, creating a structured environment for learning and development.
- **Collaborated** with the Emergency Programme Coordinator, tracking and reporting daily evidence and liaising with the Center for Social Welfare.

### Key Skills Developed:

**Crisis Management:** Strengthened crisis management skills by providing support in high-pressure situations during the initial execution phase of the project, identifying protection gaps in a timely manner and improving overall project implementation.

**Empathy and Support:** Enhanced my ability to provide empathetic support to vulnerable individuals, respecting cultural differences and tailoring specific approach for each individual.

11/2016 – 12/2018 Bosnia and Herzegovina

### LAW TRAINEE AND ASSOCIATE LAWYER OFFICE FERID MUJAGIĆ

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- **Conducted** comprehensive legal research and analysis, supporting case strategy and decision-making with valuable insights.
- **Drafted** a wide range of legal documents, demonstrating exceptional attention to detail and strong legal writing skills.
- **Assisted** in preparing for criminal trials, depositions, and hearings, contributing to case preparation and strategy development.
- **Communicated** effectively with clients and stakeholders, negotiating settlements and resolving disputes professionally and diplomatically.
- **Participated** in court proceedings, advocating on behalf of clients with confidence and persuasive reasoning.

### Key Skills Developed:

**Client-Centric Approach:** Learned the importance of a user/client-centric approach, focusing on detailed planning and iteration.

**Legal Expertise:** Developed strong legal research and writing skills, contributing to high-profile cases.

**Adaptability:** Gained the ability to adapt during different phases of legal proceedings, increasing responsibility and expertise.

03/2016 – 11/2016 Bosnia and Herzegovina

### LAWYER DOO "BC GRADNJA" BOSANSKA OTOKA

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- **Streamlined** company operations by organizing meetings, arranging travel plans, and managing company records, demonstrating exceptional organizational and time-management skills.
- **Assisted** with financial management, closely monitoring expenses and identifying cost-saving opportunities.
- **Prepared** comprehensive tender documentation, ensuring compliance with legal requirements and increasing the company's competitiveness.
- **Developed** expertise in logistics, inventory management, and legal affairs, contributing to successful project management.

### Key skills developed

Understood the importance of logistics, timely tracking and anticipation of various challenges that might occur, to ensure stable flow of project cycle and tight deadlines.

01/2016 – 03/2016 Bosnia and Herzegovina  
**ADMINISTRATIVE SECRETARY** KINDERGARTEN "BIHAĆ"

- Facilitated the enrollment process for children in kindergarten, streamlining registration procedures and improving overall efficiency;
- Prepared and reviewed contract drafts, ensuring compliance with legal and regulatory requirements, and promoting a transparent enrollment process;
- Acted as a mediator between parents and the kindergarten, fostering open communication and maintaining positive relationships with all stakeholders;
- Demonstrated excellent interpersonal and communication skills in liaising with parents, staff, and management, contributing to a harmonious work environment;
- Managed various administrative tasks, such as record-keeping, scheduling appointments, and organizing office materials, showcasing strong organizational skills and attention to detail;

● **EDUCATION AND TRAINING**

2009 – 2014 Bosnia and Herzegovina  
**BACHELOR OF LAW** College of Law

02/2019  
**TRAINER OF TRAINERS FOR BOYS ON THE MOVE WORKSHOP** UNFPA

- Boys on the Move works to provide potentially life-saving information and build competencies in boys and young men experiencing changing and challenging circumstances

01/2019  
**FIRST PSYCHOLOGICAL AID TO CHILDREN TRAINING** Save the Children NWB

2007  
**SPECIFICS OF WORK WITH CHILDREN WITH SPECIAL NEEDS TRAINING** UNDP

2006  
**TRAINING FOR TRAINERS ON SEXUAL REPRODUCTIVE HEALTH AND PROTECTION** UNDP

04/02/2021 – 05/03/2021  
**COUNTRY OF ORIGIN INFORMATION FULL MODULE ELEARNING** UNHCR

07/04/2021 – 07/05/2021  
**COMMUNITY-BASED PROTECTION MODULE** UNHCR

07/05/2021 – 06/06/2021  
**CHILD PROTECTION & YOUTH BY GLDC PROTECTION** UNHCR

● **LANGUAGE SKILLS**

Mother tongue(s): **BOSNIAN | CROATIAN | SERBIAN**

Other language(s):

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken production	Spoken interaction	
<b>ENGLISH</b>	B2	B2	B2	B2	B2
<b>SPANISH</b>	A1	A1	A1	A1	A1

Levels: A1 and A2: Basic user; B1 and B2: Independent user; C1 and C2: Proficient user

## ● **DRIVING LICENCE**

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**Driving Licence:** BE

## ● **VOLUNTEERING**

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01/06/2006 – 01/08/2008 Bihać

### **Team Leader on the UNDP project Sexual Reproductive Health and Protection**

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- > Led and managed the implementation of a UNDP project on sexual reproductive health and protection, effectively overseeing all project activities and ensuring the achievement of project objectives;
- > Conducted and facilitated over 100 workshops on sexual reproductive health and protection topics for schools in Una Sana Canton, significantly raising awareness and improving understanding among the target audience;
- > Coordinated and supervised Peer Educator Teams, ensuring the delivery of high-quality workshops and fostering a supportive and collaborative work environment;
- > Completed a specialized training program for working with children with special needs, further enhancing the project's inclusivity and impact;
- > Demonstrated strong leadership, project management, and communication skills, contributing to the successful implementation of a vital educational initiative;

01/02/2004 – 01/06/2006 Bihać

### **Peer educator on the UNDP project Sexual Reproductive Health and Protection**

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- > Actively participated in numerous cultural events in the Una Sana Canton, promoting community engagement and fostering a sense of unity among diverse groups;
- > Volunteered at the information desk of the youth education team, working to increase youth access to information and support their inclusion in local government decision-making processes under the guidance of UNDP;
- > Contributed to community development by participating in volunteer actions, including the construction of playgrounds, bridges, paths, and organizing picnics in all municipalities of the Una Sana Canton;
- > Completed comprehensive training for peer educators and coordinators at Bjelašnica Education Camp, strengthening personal skills in leadership, communication, and education;
- > Demonstrated a strong commitment to social work and education, making a lasting impact on the community and supporting the personal growth of peers;